

The Weatherization Xpress

in this issue

Weatherization Training **P.1**

ARRA Loan Repayments **P.2**

HEC Grant Close Out **P.2**

Davis Bacon **P.2**

IWAP Training

IWAP Training is available at INCAA on Thursday, Jan. 5th. A second class will be offered January 20th. If you are interested and can bring your own laptop, more students can be accommodated. Please sign up on the wait list if this class is full. Sign up at INCAA, ITI.



Indiana Weatherization Training Is Changing in 2012!!!

For the past few months IHCD and INCAA have been working together to develop the new Indiana Weatherization competency Standards. This has resulted in a complete over-haul of processes, curriculums and regulations. While IHCD will be getting the finished product out the Indiana Weatherization Network soon, we want to use the newsletter to provide a brief overview of what lies ahead. The following is brief summary of what it will take to become Indiana Weatherization Competent:

Four Categories of Competency

1. Auditor
2. Crew Leader
3. Retrofit Installer (Shell & Mechanical)
4. Final Inspector

Who Must Pass New Competency Standards?

- Everyone performing the duties of Crew Leader
- Everyone performing final inspections
- All ARRA trained contractors and auditors working in the WX Network post ARRA
- Current BPI/INCAA certifications for BA, HT and BT will continue to be in effect until the expiration date of each certification. Once they expire, those individuals are required to pass the appropriate Auditor and Retrofit Technician competency.
- All new employees and contractors working within the four categories of competency

Timeline

- January 1, 2012: New classes and curriculum are available to the Wx Network
- April 1, 2012:
 - *Implementation of new competency standards
 - *Start date for 6 month time frame to train for and pass competency standards
 - *IHCD will no longer pay for BPI re-certifications
 - *Those working in the Indiana Weatherization Network must either be BPI certified or actively taking classes to train for and pass the new competency standards
 - *New employees will have six months from hire date to become Indiana Weatherization Competent

How Do You Begin?

- Self evaluation—what skills do you need to improve upon?
- Ensure individuals are trained and ready before attempting competency testing
- Do not procrastinate! We realize there are numerous individuals who will need to take the training for Final Inspector and Crew Leader. The extra time from January to April has been placed there to help facilitate working everyone through the training process.

Testing Information

- Written exam for all four categories
- Skills Verification Event for all four categories
- Attempts to pass competency limited to two attempts:
 1. IHCD pays for the first attempt
 2. In case of a fail, the sub-grantee or contractor must pay for the second attempt
- Must be working for/with sub-grantee funded by IHCD (w/ Weatherization funding) post ARRA to be allowed to train for and perform competency testing.

???Questions???

Questions and concerns about the new training competency should be directed to Ray Judy via email at rjudy@ihcd.in.gov

OSHA Training

OSHA Training is being provided by Environmental Management Institute (EMI). Sign up through EMI and make sure to identify yourself as part of a DOE sub-grantee if you are using IHCD funds. Others should be billed to either the sub-grantee (use DOE Pass Through T&TA funds) or require your sub-contractors to pay for the training.

2012 State Plan

Indiana is starting work on our 2012 State Plan which is due to DOE on February 1, 2012. Watch for a draft copy in mid-January.

BY THE NUMBERS: HEC Program Progress Report

- Homes weatherized: **21,236**
- Hoosiers served: **48,820**
- Percent of total award spent: **94%**

Upcoming Dates

**December 30th—Centralized
Purchasing Ends**

January 4th—ARRA Hours Created/Retained Due

ARRA sub-grantees must submit job hours created and retained for October by Wednesday, January 4th at 5:00pm EST.

January 5th—IWAP Training

January 31st—ARRA Grant Close Out Forms Due

ARRA Close Out form is due to IHCD by Tuesday, Jan. 31st at 5:00pm EST with original signature.

January 31st—ARRA Loan Repayments Due

ARRA loan repayment check is due to IHCD by Tuesday, Jan. 31st at 5:00pm EST. Interest will start accumulating on Feb. 1st.

February 28th—SERC Close Out forms due

SERC Close Out forms due by 5:00pm with original signature.

Centralized Purchasing. Centralized Purchasing will close as of the end of day December 30, 2011. Orders will be taken through this date for ARRA grants. All outstanding issues (returning product, etc.) need to be resolved with Langham by the end of December. All outstanding bills need to be paid within the 45 day timeframe or by your close out date. If you have billing issues please contact Megan Fisher at 317-471-5149 or meganfisher@elangham.com

ARRA Loan Repayments

All loan repayments are due by January 31, 2012. Please review your loan documents. The loan is interest-free if we receive repayment no later than January 31, 2012. This means a check must be at IHCD by 5pm or interest will start accruing.

To repay the loan mail a check payable to "IHCD" for your loan amount to the attention: Donna Billiard Wright. You cannot subtract the loan amount out of your last HEC claim. The loans offered to ARRA sub-grantees were supported through non-federal funds. Contact Donna if you have any questions.

DAVIS BACON

Continue to mail your weekly Davis Bacon reports to Engaging Solutions for your ARRA grant. Engaging Solutions will be available via their hotline, email and mail through February 29, 2012 to finish all Davis Bacon reporting for ARRA grant.

National Evaluation

All ARRA and DOE sub-grantee contacts and client completions have been forwarded to the Energy Center of Wisconsin. More details will be forwarded as we receive them from the National WAP Evaluation Team

Quality Assurance

IBTS is currently making phone calls to ARRA clients, via sub-contractor US Inspect, to set up appointments for QA visits. Their plan is to set up the required number of client visits and then request the client file from each of the sub-grantees. Questions or concerns can be directed to IHCD to Donna or Ray or to Keith Ortele at IBTS at 703-481-2000 ext. 153

ARRA Extension

As many of you have probably heard through the national conference, DOE has offered to extend the ARRA grants past the March 31, 2012 deadline. Throughout the grant Indiana has strived to complete our grant on schedule. Most sub-grantees are finished with production and Indiana has spent out the majority of our grant four months early. Indiana has declined to request an extension and will use these last three months to finalize close outs and transition back into DOE annual allocation grants.

HEC Grant Close Out

HEC grant close out date for most sub-grantees is January 31, 2012. The close out form is on IHCD's website. Please make certain your close out form matches your claims, does not exceed allowable percentages or averages and balances to the "ARRA 2010 Quarterly Report" in IWAP.

Additionally a new inventory form will be required to be filled out. This is a new requirement because this federal grant is closing and we must reconcile remaining purchased supplies and materials. This form will be a simple Excel spreadsheet and will be on the website soon. It will also be emailed to all program managers by the beginning of January.

Start your close out early since there are still many IWAP issues due to closed client records. These all need to be resolved before you mail in your close out. The recent LIHEAP close out resulted in several sub-grantees paying back overspent budget lines, requiring multiple last minute changes in IWAP and balancing to a different IWAP report.

SERC Close Out

SERC grant close out date is February 28, 2012. The close out form is on IHCD's website. A new inventory form will also be required to be submitted. This form will be available by the beginning of January.

Mezzetta Monitoring

Mezzetta has finished all it technical monitoring for the state and will issue their last clearance reports before December 31, 2011. Justin Ackeret will finalize all outstanding technical monitoring for the ARRA grants. If there are any outstanding issues with Mezzetta, please email them to Ray Judy at rijudy@ihcda.in.gov

